



The Language Partnership
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TLP WEBINARS

Excellence in Business
Communication



ABOUT OUR WEBINARS

Our webinars are designed to give you the practical Business English you need to communicate effectively. We are all rapidly adapting to very different times and adjusting to new ways of communicating via virtual platforms. We provide focused and expert assistance improving the precision, clarity and impact of your Business English communications.

CONVENIENCE

Our webinars are available across the week. Sessions are 1 hr and include a 15 minutes Q&A. You get free templates and Business English vocabulary resource packs.

NEXT STEPS

Our webinars are delivered on Zoom. Our price is 25 euros. Payment is quick and easy via PayPal. To find out more or register for a specific webinar please contact toby@tlp.lu.

WEBINARS AVAILABLE

Business writing

- TLP Writing effective emails to customers and contacts - Part 1
- TLP Writing effective emails to customers and contacts - Part 2
- TLP Communicating difficult messages
- TLP The language of report writing

Preparing for work

- TLP Writing a CV
- TLP Writing a cover letter
- TLP Online Interview skills

Virtual communication

- TLP Participating effectively in virtual meetings - Part 1
- TLP Participating effectively in virtual meetings - Part 2
- TLP Reporting on performance and progress
- TLP Describing trends and change
- TLP Speaking with confidence on the telephone - Part 1
- TLP Speaking with confidence on the telephone - Part 2

Managing virtually

- TLP Giving effective feedback
- TLP The language of project management
- TLP The language of risk
- TLP The language of planning



DELIVERING EXCELLENCE IN BUSINESS COMMUNICATION

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